



# Accident Investigation and Job Safety Analysis

## 1 Who Should Attend . . .

This seminar is a must for anyone concerned about health and safety on the job including:

- ▶ Managers concerned about liability and workers' compensation costs
- ▶ Employees who want to learn proper techniques for protecting their safety and health at work
- ▶ Business owners who want to learn about compliance with Michigan Occupational Safety and Health Administration (MIOsha)

## 2 Why You Need This Seminar . . .

- ▶ To reduce disabling injuries and illnesses to employees - and to ensure that every worker goes home safe and healthy every day.
- ▶ To reduce the high costs of work-related injuries. Nationally, employers spent an estimated 50.8 billion on wage payments and medical care for workers hurt on the job. (*Liberty Mutual Safety Index 2005*) This is only a portion of the total costs of work-related injuries. Indirect costs such as overtime, training and lost productivity can also burden employers.
- ▶ To enhance your company's bottom line. A strong safety and health commitment not only protects workers, it also reduces workers compensation costs, improves employee morale, and increases production and quality.

## 3 What You'll Learn . . .

This seminar is designed for Safety Directors, Human Resource Managers or other personnel assigned to organize or assist in the implementation of the accident/illness review process. The goal of this program is to present the basic elements of safety diligence through worksite analysis, housekeeping, preventive maintenance, management commitment, and MIOsha compliance within the framework of accident investigation techniques. Job Safety Analysis is used as a tool to identify the hazards of a job/task and the determination of options to eliminate or reduce employee exposure. The interplay between unsafe acts and unsafe conditions is explored.

### Agenda

*We offer a flexible  
program agenda  
to emphasize the  
safety and health  
topics you  
want most.*

- ▶ Accident Investigation
- ▶ Job Safety Analysis

All meetings are accessible and barrier free. Please contact the cosponsor or CET Division, at least two weeks in advance, to request necessary accommodations.

# Facilitator

Jerry Swift began work for MIOSHA's Consultation Education and Training Division in 1985 to assist employers and employees in the Grand Rapids, Michigan area. Jerry presently resides and provides consultation and training services in the extreme southwest corner of Michigan covering Allegan, Berrien, Cass, St. Joseph, and Van Buren counties.

Currently Jerry has been given primary responsibility for administering the partnership created between the United Auto Workers, Ford Motor Company, and MIOSHA. He has also become involved in one of MIOSHA's outreach strategies to develop new alliances and partnerships for the purpose of leveraging safety and health resources within Michigan.

Prior to joining MIOSHA, Jerry had worked as a Safety Administrator in the chemical, automotive and furniture manufacturing sectors after earning a B.S. degree in Environmental Safety and Safety Management from Indiana State University.



**Jerry Swift**  
*Occupational Safety Consultant,  
MIOSHA, CET Division*

## Program Details

DATE:	February 12, 2008	TIME:	Check-in - 8:30 a.m. Program - 9:00 a.m. to 3:00 p.m.
LOCATION:	M-TEC <sup>SM</sup> @ SMC Southwestern Michigan College 2229 US 12 East Niles, Michigan 49120	DEADLINE:	February 6, 2008 Please register early!
COST:	\$70 per person. Includes lunch and course materials.	CONTACT:	Chris Smith - 269.687.5648 or csmith01@swmich.edu

**COSPONSOR: M-TEC<sup>SM</sup> @ SMC (Southwestern Michigan College)**

If this valuable seminar doesn't fit with your schedule or position, please pass this flyer on to a colleague.

## How to Register

### Accident Investigation and Job Safety Analysis

Complete information at right to register by:

► **Phone:** 269.687.5648  
► **Fax:** 269.687.5655  
► **Email:** csmith01@swmich.edu  
► **Mail:** M-TEC<sup>SM</sup> @ SMC  
2229 US 12 East  
Niles, MI 49120  
Attn: Chris Smith

Name: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Department: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Number Attending: \_\_\_\_\_ @ \$70 each = \$ \_\_\_\_\_

The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your need known to this agency at least two weeks in advance.

[www.michigan.gov/dleg](http://www.michigan.gov/dleg)